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UNITED STATES DEPARTMENT OF AGRICULTURE Soil Conservation Service Washington, D. C.

July 19. 1 DEPT. OF AGRICULTURE

FIELD MEMORANDUM SCS # 1038-A (Supersedes Field Memorandum SCS # 1038)

Re: Annual Report of LU Project
Activities

TO ALL RANKING FIELD OFFICERS:

The "land management section" of the "Annual Summary of LU Project Activities" outlined in Field Memorandum SCS # 1038 of November 24, 1941, and the Form SCS-506 LU, "Annual Report of Accomplishments in LU Projects" outlined in Mr. T. D. Johnson's letter of November 28, 1942, have been revised and combined to constitute one annual report of LU project activities. In revising and combining the two reports, we have provided for only the more pertinent data necessary to show progress of development, relocation, and management work and to assist in analyzing project activities in these three categories.

The tables included with the attached instructions have not been duplicated separately for actual use in making up reports for two reasons: (1) In some regions, the Regional Conservator may consider it desirable to supplement the instructions or tables to provide an adequate picture of project activities in his region; (2) Use of the outlined reporting procedure for at least one year's report, before having the tables printed, is thought preferable because of the changes which such use may prove desirable.

These annual reports should be submitted through regular channels, one copy to reach the Washington office of the Records and Reports Division not later than February 1, following the period covered by the report.

Acting Chief

Attachments

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### GENERAL INSTRUCTIONS FOR THE PREPARATION OF THE ANNUAL REPORT OF LU PROJECT ACTIVITIES

The annual report is to be prepared at the end of each calendar year by each work unit administering lands held under Title III of the Bankhead-Jones Farm Tenant Act. It is not intended that reports be prepared for lands which have been transferred to State or other Federal agencies.

The report is to be prepared at the work unit level and signed by the Project Conservationist, or corresponding official in charge of the project or work unit. Any additional information or comments, which district, state or regional officials reviewing the report may wish to make, should be indicated by a memorandum to be attached to the report.

The outline of the report has been prepared for use over the entire United States. Obviously, some tables will not be applicable to each work unit. Any table or section not pertinent to a particular project or work unit should be omitted from the report for that project or work unit.

The report will consist of two parts, Statistical and Narrative.

### PART I

### Statistical

Tables should be completed on a work unit basis, except as indicated for Tables II and III. The tabulations are to be prepared on a calendar year basis. All permits issued during the year for which the report is being prepared which became effective during any portion of such year are to be included in the report. In other words, if the use authorized by the permit started during that year, then the entire privileges permitted should be included even though a part of the use may extend into the next year.

REVIEW ALL TABLES AND FOOTNOTES PRIOR TO FILLING OUT ANY OF THE TABLES TO BE SURE IT IS UNDERSTOOD EXACTLY WHAT INFORMATION IS DESIRED.

#### PART II

### Narrative

A brief narrative of project operations for the reported year will be prepared for the work unit as a whole. The narrative should include appropriate comments about the various phases of the project activities; i.e., grazing, forestry, wildlife, and recreational uses, administration, development and maintenance. If comments are included which refer to statistical data in Part I of the report, the tabulation referred to should be specifically mentioned in the narrative.

The following information should also be included as a part of the narrative:

a. Specific management, administrative, and development problems or circumstances which tend to restrict or limit proper management or full utilization of the project resources.

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- b. Recommended changes in policies, criteria and procedures which would result in making project operations and management more effective or efficient with reasons and justification for such changes.
- c. State any problems encountered in the enforcement of the Secretary's Rules and Regulations. List all violations which have required legal action or for which legal action has been recommended, giving the name of the person involved, offense and present status or disposition of the case.

#### d. Fire control

- 1. If incendiarism is a problem, what reason is attributed to the setting of incendiary fires, and what is being done to reduce this cause of fire including the establishment of a better understanding with the local people?
- 2. What limitation in personnel, equipment or authority retards action or prevents prompt detection and extinction of fires that start?
- 3. Report on each project building that was damaged or destroyed by fire, stating origin of fire; description of damage to buildings and contents; and estimated damage.
- e. Discuss briefly relationship of project activities with other agencies; i.e., county, State, and Federal.

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### EFFECT OF USE PRIVILEGES /1 ON ADE-UACY OF OPERATING UNITS IN PROJECT OR ADJUSTMENT /2 AREA

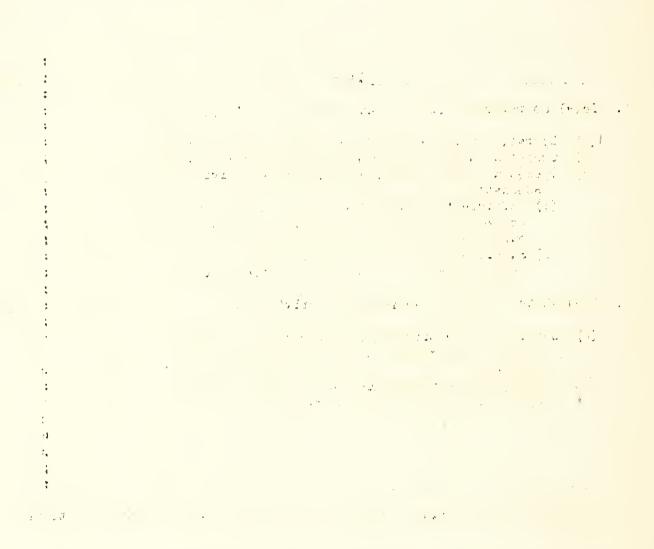
		Item	:	Number
7	ma+-	l energtone begins use privileges on Mitle III lands	:	
1.	Tota	l operators having use privileges on Title III lands	:	
	(a) (b)	Operating units adequate /3 without use privileges Operating units made adequate through use privileges	:	
	(c)	Operating units needing additional use privileges to adequate	be :	
		(1) Sufficient additional use privileges will result as program progresses, without additional land	÷	equivalence our representation of the second
		purchase  (2) Sufficient additional use privileges can be made available only through additional land purchase		
2.	Inad	equate units not receiving use privileges	:	
	(a)	Sufficient use privileges will become available as program progresses, without additional land purchase		
	(b)	Sufficient use privileges can be made available only through additional land purchase		
			:	
			:	

<sup>/1</sup> Relates only to grazing, cropping, hay cutting, seed harvest, and timber harvest.

<sup>/2</sup> By "adjustment area" is meant the area within which operators' headquarters must be located in order to obtain a preference permit.

<sup>/3</sup> As used in this table and in Table II, an "adequate" operating unit is one which has sufficient land resources to provide, with average efficiency of management, a satisfactory living under local conditions for an average family.

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### TABLE IL

# SUMMARY OF DISTRIBUTION OF USE PRIVILEGES BY TYPE OF PRIVILEGE AND CLASS OF OPERATING UNIT /1 (Exclude permits issued to occupants of Title III land)

	:Inadequate,	:Adequate	: Adequate,	
Item	: even with	conly with	:even with-	Total
	: permits	: permits	cout permits	
10	•	\$ \$	:	}
Total No. of Operators /2	:	*	:	
Average Size of Unit /3	•	:	:	
(Measure used)	•	\$	:	
		6		
Grazing Permits /4				
No. of Operators				
To increase commensurability				
Other	<u>:</u>	<u>:</u>	<u>-</u> '	
Total A. U. M.	•	:	:	
To increase commensurability	• • • • •	• • • • •	:	
Other	:	<u>:</u>		
Cropping Permits	:	•	•	
No. of Operators	<u>-</u> -	. <b>:_</b>	·	
Total Acres	<u>:</u>	<u> </u>		
Hay Cutting Permits	:	:	•	
No. of Operators		. <b>:</b>		
Total Tons (convert if necessary)	<u>:</u>			<u> </u>
Seed Harvest Permits	•	•	:	
(To local farmers and ranchers)	•	-	•	
No. of Operators	· <b>-</b>	· <b>-</b>	<u> 1</u>	
Total Pounds				
Forest Products Permits	•	•		
(To local farmers and ranchers)				
No. of Operators		·!	·	
Total B.F. (Convert if necessary)				
12 Dec + + 52 - 6	A 2			

- /1 Prepare separate table for each association or district, including permits issued directly by the Service on lands within such areas. Prepare another table for such portion of a project or adjustment area as may be outside association or district areas.
- /2 Figures given in this line should be the same as the corresponding figures in lines 1, a, b, and c of Table I, except in projects where surplus use privileges have been granted to operators outside of the project or adjustment area. (See footnote /3 of Table I for a definition of an "adequate" operating unit)
- /3 In areas where livestock is predominant, use animal units as the measure of size. In other areas, use most appropriate measure, such as acres of crop land or estimated net income. Indicate in the parenthesis the measure used.
- /4 Distinction between permits issued to increase commensurability and others should be made only for range projects where the permittee is required to furnish feed or grazing on owned or leased land for a specified number of months during the year for the stock grazed on Title III land. In other than range projects, enter all grazing permit data in the lines titled "Other."

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#### TABLE III

### GRAZING USE /1

(Exclude acreage and utilization involved in permits issued to occupants of Title III lands)

Area Involved (1) (Fill out 1 or 2) (2)			(Assoc Work U		n)	(Di	.sti	rict)
Grazing Season: (1) Summer - From (Fill out 1 or 2) Winter - From (2) Yearlong- From		To _ To _						
			or %		AU			
Item	<u>a.s</u>	indi	cated	a	s i	nai	cat	tea
Available for grazing on  Lands controlled by Association or District  All lands	:							
Title III lands where permits issued directly by the Service	:		A	:/ <u>2</u>				AUM
Actually grazed  All Association or District controlled lands  In common			A A A		•		•	. AUM . AUM
Percent of available grazing actually used on Lands controlled by Association or District All lands	: :		,5	:/ <u>\4</u> :	•		٠	· %
Grazing used by cattle	<b>:</b>	XXX		:				AUM
Grazing used by horses and mules	:	xxx		:				AUM
Grazing used by sheep and goats	•	xxx		:				AUM

<sup>/</sup>l Prepare separate table for each association or district, including permits issued directly by the Service on lands within such areas. Prepare another table for such portion of a project or adjustment area as may be outside association or district, disregarding the six lines applying to association or district controlled lands.

<sup>/2</sup> Enter approved rate of stocking.

<sup>/3</sup> Enter known and estimated trespass.

<sup>/4</sup> Including trespass grazing.

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TABLE IV

# SEED HARVEST

the term makes the first make the second of the second makes the second makes the second of the second makes			Lepumes			Other	!			Totals	
W. Vd bottoom	/1 : Ac	Fee No. /1	.Acres:Pounds:	ds: Fee	. No. /1	:Acres:Pounds:	ŧ .	Fee :No.	). /1	: Re	Rees
uc	Į K	1 0						 Д	Ä.		Ж.
	XXX	XXX : XXX	••	xxx:	xxx :	••	••	X X	XX		XXX
ers :	••	••	••	••	••	••	••	••		••	
& Ranchers :	•••	•	•	••	••						
••	••	••	••	••	••	· ·	••	•• •			
Other		•	•	••	••	••			-		
•	••	••	•••	•• (	•• •			• •			
Totals :		-	•	•						•	
/1 Enter number of operators.	operators.		TABLE V	<b>A</b>							
			FOREST FRODUCTS	NOTS				ı			
Type of	. Saw Timber	/1 :	Pulp 700d /1	Posts		and Poles /1	Fuel	Fuel Wood	٠. ال	Totals	ds
Permit	No. /2 : B. F.	Bees	1	\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	No./2 Number	Fees	No./2 Cords	٠	Fees.	No. /2	Fees
Harvested by SCS			•			••	•	• •	-•		
for use on	••		***			×xx	XXX	•	X	XX	XXX
Project		.: .		• •	•	XXX	XXX	•	X	XX	XXX
LIsewhere	. XXX	****	444	• •		•	••				
Free Use	• •	• •	• • •	• • •	•••	••	••	••	••		
To local larmers	• •	XXX	N.	XXX	•	X	:	•	**	•	* ***
Other		XXX	×	XXX	••	XXX	••	••	XX		XX
For a consideration		••	••	••	••	••	•• •	•	• •		
To local farmers	••	••	••	••	••	•• (		• •	• •		
and ranchers	•	•	•	•	•	•		•	•	•	
Other	••	••	• • •	•• •	•• •		• •	• •	• • •	•	
Permits	•	•		•	•	•	•	•	•		
Advertised sales	•						• • • • • • • • • • • • • • • • • • • •	•		-	
	••	••	••	••	••	••	• •	• •	• •		
Totals	•	•			•			•	•	de des de la company de la com	
/1 Substitute oth	Substitute other headings if more applica	applicable		/2 Eni	Enter number of operators	r of ope	rators				

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#### TABLE VI

### FAMILY RELOCATION AND OCCUPANCY /1

ramily ne.	Relocation:	Year		NO.	wet to b	e Relocate	đ	
110.		, 1021		110	,, 00 00 0	0 1.010 Cave		
Occupancy	Permits:							
	Туре	: Number	: Crop'g.			se or Pasture		Total Fees
		:				: A. U. M.		rees
	:Occupancy, No	:	:	:	:	:	:	
No Charge	: land use	:	: xxx	: xxx	: xxx	: XXX	•	XXX
permits	:Occupancy and	:	:	:	:	•	:	
	: land use	The state of the s		:	:	: xxx	:	XXX
Permits	:Occupancy, no	:	:	:	:	:	:	
for a con-	-: land use	:	: xxx	: xxxx	: xxx	: xxx		1
sideration	:Occupancy and	:	:	:	:	:	•	
	: land use	:	:	:	:	:	:	
	:Occupancy, no		:	:	:	:	:	13
	: land use		: xxx	: xxx	: xxx	: xxx	•	12
	:Occupancy and	•	:	:	:	:	:	17
basis	: land use	:		:	:		:	12
		:	:	:	•	:	:	14
I	Potals	:	:	:	:	•	:	:/-

<sup>/1</sup> All permits issued to occupents of Title III land should be included in this table and excluded from all other tables except Table X, Summary of Acreage and Utilization of Title III Lands, by Types of Use.

<sup>/2</sup> If forest product permits other than fuel wood are granted, furnish information as supplement to this table.

<sup>/3</sup> Enter amount of salary deductions in parenthesis.

<sup>/4</sup> Do not include amount of salary deductions in this total.

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# TABLE VII

# RECREATIONAL USE

en de la companya del la companya de	••				••	: Cabin : Group :	••			Cabin	in	••	Group :	••			
Item	••	Fishin	٠. س	Huntin	٠. د.	Fishing: Hunting: Swimming: Boating:	** 50	Boating		Occupancy	ancy	••	dure	: Camp :Other /1: Totals	<u>'i:</u>	Ho	tals
Number of persons	• •				••		••		••			••		••	••		
using facility	••		••	••	••	••	••		• 4			••		••	••		
	••		••		••		••		••			••		••	••		
By concessionaire /2 · · · · · ·	•	•	•		••		••	•	•	•	•	•	•	•	••	•	•
By SCS direct : :	**		••		••	••	**		••			••	••	••	••		

Include estimated use of picnicking, camping, dining, dancing, and other facilities not included under other listed headings. 1

Under "Other" include all fees not Include total fees collected by the concessionaire for each item. Under "Other" include all fees no classifiable under other listed items, such as receipts from sale of soft drinks, ice cream, candy, tobacco products, guide and other special services rendered.

# TABLE VIII

# GROUP CAMPING PERMITS

	. Number in		Days	
Name of Organization	dnorg:	••	lsed	អិ <del>០</del> eន
	•	••		
		••		The date about the object of the date of t
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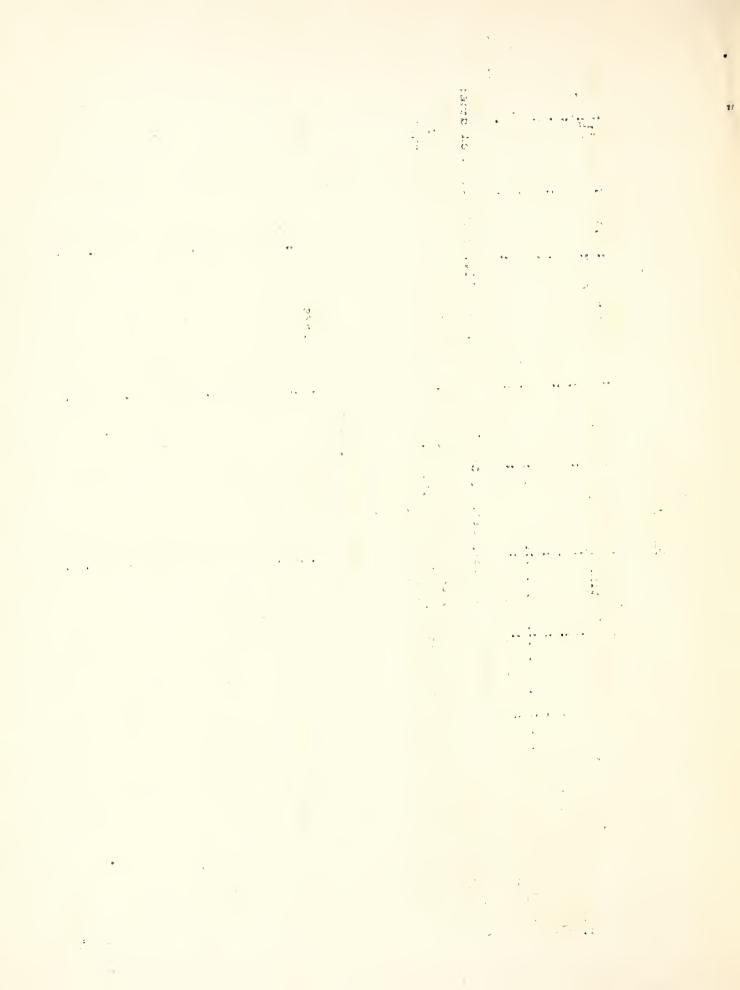


TABLE IX
MISCELLANEOUS PERMITS

	: No Charge		and the transfer of the second control of th	
Type of Use			Charge Permits	
	: Number : Quant	ity : Number	; Quantity	Total Fees
Nuts, Fruits,	:	:	:	
Berries. etc.	:	*	:	1
Crested Wheatgrass	:	:	:	
Straw	:	<u>:</u>	•	
	:	:	:	
Crossing Permits				
	:		:	
Sand and Gravel	:			
	:	:	:	
Trapping		<del></del> :		
	:	:	:	
		<del></del>		
	:	:	:	
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	<u> </u>		<u>:</u>	
	:	:	:	
Totals	::	:		

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### SUMMARY OF ACREAGE AND UTILIZATION OF TITLE III LANDS, BY TYPES OF USE CALENDAR YEAR

	Acres		: Amount	
Type of Use	Aveilable		: of	: Total Amount
	for Use	Used	: Use	: Payable to SCS
Grazing			•	:
Leased to Assoc. or Dist.	•		: AUwi	
Operated by SCS direct		) 	: AUM	•
	•			•
Subtotel			. AUM	
2			•	
Cropping			XXX	6 
W-srim m			T.	•
Haying Seed Production	6	<u> </u>	<u> </u>	1
(Grass and Legumes)	•	•	Lbs.	•
(Grass and Degumes)				•
Forest Products		xxx	:/ <u>1</u> B.F.	•
			:	1
Building Occupancy /2	XXX	xxx	Mo.	:
The second secon			: No. Persons	
Recreation			:	
	: /3		•	*
Wildlife	12	xxx	: xxx	: xxx
Miscellaneous			:	•
(Summery Table IX)	xxx	XXX	: xxx	:
			:	0 0
			:	:
			•	:
			•	•
			•	•
			1	•
Undeveloped and			•	:
Waste Land		XXX	: xxx	: XXX
	: /4 :		0	•
Totals	/ —		•	•

- /1 Convert all forest products to board feet.
- /2 Include in this line only building occupancy data, classifying by appropriate items under "Type of Use", the other use privileges granted to occupants of Title III land as shown in Table VI.
- /3 Include only land devoted primarily to wildlife use.
- /4 Should equal total area of Title III lands under Service management, avoid duplication of area in individual items.

If further planning has resulted in a change of the ultimate acreage to be devoted to each major type of use as reported on Form SCS-506 LU for the calendar year 1942, submit revised figures on an attached sheet.

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### \* TABLE XI

### FOREST AND GRASS FIRES

(a) Title III lands - Forest_							A.
(b) Other lands within project	t bound;	ary	• • •	To	tal		A•
	:NUMBER	OF FIRES :	ARE	A BURNED	; D	AM AG	
		: Other :	The state of the last own last				
	: III	:Lands in:		:Lands in			nds in
	: Land	: Project:		: Project		: P:	roject
Cause of Fire	:	:		•	:\$	:\$	
(a) Lightning	:	:		:	:	:	
(b) Railroad		: :		•	:	:	
(c) Campers	:	:		•	:	:	
(d) Smokers	:	:		:	:	:	
(e) Debris burning	:	:		:	:	:	
(f) Incendiary	:	:		:	:	:	
(g) Lumbering	•	•		•	:	:	
(h) Miscellaneous	•	:		•	:	:	
(i) Unknown	<u> </u>			4	<u>:</u>	<u>:</u>	
Mo+-la		:		•	: :\$	<b>:</b> :\$	
Class or Size	<u> </u>			<u>.</u>	<u>•Ψ</u> :S	<u>.ψ</u>	
(a) Class "A"-1/4	•	•		•	•	:	
acre or less	•			•	•	•	
(b) Class "B"-more	:	: :		•	:	:	
then 1/4 acre or	:			:	•		
less than 10 acres	:			:	•	:	
(c) Class "C"-10 acres		:		:			
or over		:			:	:	
	:	: :		•	:	:	
Totals	:	: :		•	:\$	:\$	
Type of Area Burned	:	:		:	:	:	
Forest Land	:	: :		•	:	:	
(a) Merchantable	: xxx	: xxx :		:	: xxx	:	XXX
(b) Young growth	: xxx	: xxx :		:	xxx:	:	XXX
(c) Non-commercial	: xxx	: XXX :		•	: XXX	:	XXX
Non-Forest Land	•	:		•	:	:	
(d) Grass	: xxx	: xxx :		:	: xxx	:	XXX
(e) Other	XXX	: XXX :			xxx .	<u>:</u>	XXX
Type of Damage	:	:		•	:\$	:\$	
(a) To timber resources	XXX	: xxx :	XXX	: XXX			
(b) To grass lands	: XXX	: xxx :	XXX	: xxx	•	•	
(c) Protection value at	: xxx	: xxx	XXX	xxx			
\$1.00 per acre	•			•	•	•	
(d) Other values, (tur-	XXX	xxx	XXX	xxx		•	
pentine faces, cord-	•			•	•	•	
wood, ties, etc.).	•	•		•	•	•	
recreation values,	•	•		•	•	•	
improvements,	•	•		•	•	•	
buildings, etc.	•						

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### TABLE XII

### WORK COMPLETED

(Note: If any of the work completed has been done under permit by operators, associations, or districts, enter in each column the total work performed, followed by a figure in parenthesis representing the amount performed by such permittees).

== =	The second secon		and the control of th	Lab (a) (a) the first ready configurate intermediate ready community the configuration of the
		:		•
		: Unit :	This Period	: To Date
1.	Land Improvement	: 1		•
	a. Seed bed preparation		•	•
	(1) Plowing and leveling	· · ·		•
		Acres		
	(2) Stabilization (Wind erosion	:		•
	areas)	: Acres		• 0 0
	b. Liming	Acres		:
		: Tons :		•
	c. Fertilizing	: Acres :	}	•
		: Tons :		0
	d. Seeding and planting grass	: Acres :		•
	e. Reseeding failures listed in d	Acres		<b>*</b>
	f. Terraces	Acres		•
	g. Drainageways			•
		Lin. Ft.:		<b>*</b>
	h. Water spreading structures	: Acres :	and the state of t	
	i. Contour furrows and ridges	Acres		
	j. Pest and rodent control	: Acres :		•
	k. Mowing and brushing	: :		•
	(1) Original treatment	: Acres :		•
	(2) Maintenance	: Acres :		
2.	Fencing	: :		
	a. New permanent	: Miles		
	b. New temporary	: Miles :		•
	c. Old fence repaired			
	•	Miles		
	d. Old fence removed	: wiles:		
	e. Cattle guards constructed	: Number :		
_	f. Flood gates	: Number :		
3.	Stock Water Facilities	: :		•
	a. Dams	:		•
	(1) New	: Number :		
		: Ac.Ft. :		
	(2) Existing (repaired)	: Number :		
		: Ac.Ft. :		
	(3) Maintained	: Number :		
	b. Springs	:		
	(1) New development	Number:		
	(2) Cleaned and repaired	: Number :		
	c. Dugouts, including those in			
	intermittent streams d. Wells	: Number :		
	(1) Newshallow	: Number :		
	(2) Newdeep	: Number :		
	(3) Existing (repaired & renovated)	: Number :		
	e. Windmills (1) New	A 77		
		: Number :		
	(2) Old (repaired)	: Number :		
П	f. Tanks installed Stock Handling Facilities	: Number :		
٠,	Stock Handling Facilities a. Corrals	_Number		
	b. Dipping facilities	Number:		
	c. Shelters and windbreaks	: Number :		
	or organous Sur Allinois Sur	· Monner:		

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		enterioria con como fredricio e esperando e esperando e esperando e esperando e esperando e esperando e espera		
		Unit	This Period	To Date
5.	Farmstead Removal			
	a. Sold	Number:		
	b. Transferred to other agencies	Number:		
	c. Salvaged or obliterated	Number:		
	d. Elimination of stock hazards	:		
	(clean-up, filling wells and	:		•
	cellars, etc.)	Number:		
ó.	Vildlife Development			
	a Acres fenced	Number:		
	h. Acres planted (cover and food)	Number:		
	c. Ponds	Number:		
		(Specify):		
7.	Woodland Improvement	:		•
	a. Tree planting	Acres :		
		Trees:		
	B. Stand improvement	Acres:	temaga saan e saatemagin again mer maga makin akabilingih sepakanagin medinakai magin	E CONTROL OF THE PARTY OF THE P
8.	Fire Control	:		•
	a. Telephone lines (all uses)	Miles:		
	b. Lookout towers-	Number:	er ende staat in diege van de kommen van	E B B B B B B B B B B B B B B B B B B B
	c. Fire guards or breaks	:		
	(1) Constructed	Wiles:		•
	(2) Maintained	Miles:		• • • • • • • • • • • • • • • • • • •
	d. Tool caches	Number:		
9.	Roads and Trails	:		
	e. Constructed	Miles:		 
	b. Maintained	Miles:		E D use: servestrasy representation: service regiment ingénité sistimation dessays
		Number:	the although seager to all the group the sign magnifest and the gas magnifest age. The given are	
	Administrative Hdqts. & Service Bldgs:			
	Experimental & Research Facilities	Sets:		
13.	Recreational Centers	:		
		No. Areas:		
		No Areas:		
		No. Areas:		
2):		No. Areas:		
	Boundary Surveys and Marking	Miles:		
15.	Miscelleneous (Include only items		1	
	definitely not classifiable under	:		
	items listed above. Specify unit)	:	•	
		· · · · · · · · · · · · · · · · · · ·		
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TABLE XIII

REPORT OF EDUCATIONAL ACTIVITIES

Item	Educa- tional Meetings	Tours Exhibit		Redio Talks and Programs	News Items  Local : Interviews  Paper :		
Number							
Persons in Attendance	•			xxx	xxx	xxx	